



Town of Tewksbury

Tewksbury Public Library

300 Chandler Street
Tewksbury, Massachusetts 01876
978.640.4490

Diane H.C. Giarrusso
Library Director

Director's Report

To: Board of Trustees
From: Diane Giarrusso, Library Director
Date: March 11, 2014

Facilities/Grounds

- I am working with the Historical Society to re-frame and better display the **Boston Post Cane**. Ken Mauser is the contact person for this project and he has asked Shawsheen Technical High School to create the frame. Final approval was granted. It is possible that I, on behalf of the Library, will apply for a Community Preservation Act Grant to fund the work. I'll keep you posted as the project moves forward.

Policy/Services

- **Security cameras:** I have all of the proposals/quotes in. They vary considerably, but I think we can work with a vendor to fine tune the project and get it done. I'll have copies of the documents for you tomorrow night.
 - **Here are the basics:**
 - At a minimum, I believe we need 1 (for the entry way...), but installing 8 inside and 5 outside should do fine for a start. I've attached a map of camera positions and types (360- or 180-degree) to this document.
 - All the cameras should be digital with at least 4MP. We should consider 5MP for the camera filming the entry way, as it will allow better zoom resolutions if the Police Department requires.
 - The installation will need its own:
 - DVR/server with at least 4TB of memory to allow simultaneous streaming video for the PD and TPL, live viewing, local and remote viewing access, and 30-day image storage.
 - a UPS battery back-up
 - one 27" monitor,
 - dedicated IP addresses (1 per camera)
 - Cat 6 cabling as needed
 - Staff training
- The **Friends of the Library** have a new website: www.friendstplibrary.org. Check it out!
- The TPL is participating in the **#BostonBetter movement**, a collaboration of museums, libraries and archives to commemorate the 2013 Boston Marathon Bombings, honor its victims and heroes, and help the city of Boston and the state of Massachusetts continue to heal. Attached is a press release listing the events we're holding.

Encl. Statistics
Press Release, #BostonBetter
Security Camera Proposals